

**Planning and Policy Committee
Meeting Minutes
June 3, 2008**

Present: Barbara Dunham, Celeste Feather, Jennifer Kuehn, Bruce Leach, David Lincove, Steve Rogers

1. Chair for 2008-2009: Barbara Dunham agreed to accept this responsibility
2. Guidelines for Committee Chairs: Bruce Leach updated this document, and several minor changes were suggested. Bruce will complete the edits and post the document on the staff web site.
3. July meeting for the committee is cancelled due to travel conflicts with the American Library Association meeting.
4. Preparation of the June 10, 2008 Faculty Meeting agenda:

Language from the Appointments, Promotion, and Tenure committee will be proposed and discussed that adds criteria for promotion from the instructor rank to the assistant professor rank

David Lincove presented documentation that he will use to facilitate the discussion by the faculty of the degree requirements for appointment to the Libraries tenure unit. Committee members also reviewed the responsibilities of the Director of Libraries according to the Pattern of Administration and suggested that those be included as part of the discussion at the faculty meeting.

The committee discussed the lack of clarity in the current language in the governance documents related to degree requirements, and decided to propose altered language to the faculty to clarify the "MLS (or equivalent)" wording.

Celeste and David will create an agenda that includes sections of governance documents under discussion and the proposed language changes so that the faculty may review them prior to the meeting.

If agreeable, these two alterations to the governance documents will need to be approved by a vote of the faculty after a three week comment period.

Respectfully submitted,

Celeste Feather
Faculty Secretary